



City of Las Vegas
Finance Department/Sewer Services
495 S. Main Street- 4th Floor
Las Vegas, NV 89101
(702) 229-1289
(702) 229-9108 (TTY)

ACH Recurring Payment Authorization Form

Please complete the information below:

Sewer Service Account Number: _____
(1 residential account per form)

Sewer Service Address: _____

Phone# _____ Email: _____

Account Type: (select one) ☐ **Checking** ☐ **Savings**

Name on Acct _____

Bank Name _____

Account Number _____

Bank Routing # _____



FOR CHECKING: MUST ATTACH A VOIDED CHECK

FOR SAVINGS: MUST ATTACH A DEPOSIT SLIP FOR SAVING ACCOUNT

I (we) hereby authorize the City of Las Vegas to initiate debit entries indicated above at the depository financial institution names above, hereafter call Depository, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of the U.S. law.

SIGNATURE _____ DATE _____

Your ACH (debit) request for Sewer Services will be debited on the **1st day of the quarterly bill cycle** until terminated.

THIS AGREEMENT IS TERMINATED UNDER THE FOLLOWING CONDITIONS

1. A return from your bank of the debit(ach) for insufficient funds, account closed or any other reason that is not the fault of the City of Las Vegas or the Depository Institution will result in removal for direct payment. At which time a bill will be generate for any sewer service fees owing and the normal billing process will resume including late charges when applicable. A service charge of \$25.00 NSF fee will also be applied.
2. The property has been sold. Removal will automatically occur once we are notified by the Clark County Assessors of transfer of ownership. A new authorization form will be needed if you obtain a new property and wish to continue direct debit (ACH) from your account.
3. You notify the City of Las Vegas in writing to terminate this agreement. A minimum of 30 days notice is required .

NOTE: Any forms received after the 27th of the month will not be set up until after the 1st of the following month or first business day which ever applies first. If you have a current balance on your account, it must be paid before direct debit can be set up.

Online Payments and Balance Inquiries can be made at: www.lasvegasnevada.gov/sewer

City of Las Vegas

Privacy Statement

The City of Las Vegas is highly sensitive to the privacy interests of its citizens and believes that the protection of those interests is one of its most important responsibilities. In acknowledgment of its obligations, the City will not acquire any more information about its customers than is necessary to provide a high level of service. This information is stored on secure computers located in a locked data center. The City uses state-of-the-art firewalls and other security technology to prevent our computers from being accessed by unauthorized persons. To perform this service, the City must, of course, pass information about transactions to your financial institution. The City will not share this information with any other third party.